

**TOWN OF GRANBY
CAPITAL PROGRAM PRIORITY ADVISORY COMMITTEE
MEETING MINUTES
NOVEMBER 21, 2011**

PRESENT: Gordon Bischoff, Chairman; Ronald Desrosiers, Mark Neumann, Matthew Wutka, and Roger Hernsdorf

Ex-officio Members: William F. Smith, Town Manager; John E. Adams, First Selectman; Alan Addley, Superintendent of Schools; J. Cal Heminway, Board of Education Chairman; and Michael B. Guarco, Board of Finance Chairman

Chairman Bischoff confirmed a quorum and called the meeting to order at 6:00 p.m.

MINUTES

The committee reviewed the meeting minutes dated November 9, 2011. Chairman Bischoff made a correction to the minutes on page four, first paragraph. It should read:

“Highlights of the model assumption discussion were:

- BOS and BOE operations increase by 2% for FY '13-'19.
- ~~Grand List Growth increase by .5% for FY '14.~~ Grand List Growth increase by .5% for FY '13-'19.”

ON A **MOTION** by Ronald Desrosiers, seconded by Matthew Wutka, the committee voted (5-0-0) to approve the meeting minutes of November 9, 2011.

BOARD OF EDUCATION – CAPITAL PROJECT REQUESTS

Matt Wutka spoke on the two major projects, entitled High School Electronics Lab and Athletic Fields Project.

High School Electronics Lab – \$165,000

Estimated completion date – next school year 2012

Electrical - \$20,000

Plumbing - \$10,000

HVAC - \$45,000

Construction - \$25,000

Technology - \$65,000

The lab would be a state-of-art room supporting students' interest in science, technology, engineering, and mathematics. The lab would also provide a safer environment. It would be code compliant under OSHA, have a direct vent installed in the room, and a sink with water.

Athletic Fields Project - \$3,235,000

Estimated completion date – summer 2013

6 lane track with 8 lane straight - \$700,000

Artificial field within track - \$800,000 (soccer and football games)

Lighting for track and field - \$350,000 (small ball games)

Secondary artificial field - \$750,000 (would help in resting the grass fields)

Handicap accessible bleachers - \$250,000

Fencing for fields - \$100,000
Press Box (handicap accessible) - \$50,000
Project design and engineering - \$175,000
Contingency - \$60,000

This project has been scaled down from the Granby Athletic Field Long-Range Advisory Committee (GAFLAC) report. This project improves the fields located on the high school complex.

MODEL DISCUSSION - LT2011-5.xls

Chairman Bischoff passed out the LT2011-5.xls for discussion. He commented that this model has the following assumptions.

- Grand List growth of .5% for FY '13-'19
- BOE and BOS operating budget increase by 2% for FY '13-'19
- Surplus balance for FY '13-'19 to be 5% or greater
- Mill rate percent increase is in the range of 2%; although need to look at FY '14 because the mill rate percentage is much higher.

A change has been requested in the small capital line, however, it was misunderstood. It should have been calculated as - increase of \$100,000 for FY '13 and increase of \$50,000 per year for FY '14-'19.

Mr. Heminway commented that this model is not realistic, in particular the operating budgets. He indicated his concern on how this project is going to be brought to the attention of the taxpayers. Mr. Desrosiers agreed. First Selectman Adams commented that a 2% increase in the operating budget does not keep the town level with operations and services, other projects keep getting delayed further out even though it may be part of the maintenance program or an improvement to service.

Chairman Bischoff stated the model uses assumptions to assist in making recommendations whether capital projects can be afforded or not. No policies are established in the model, like the operating budget increase of 2%.

This committee recognizes and acknowledges that the numbers in the model can be higher than what is shown in the model for the proposed fiscal years once a budget is passed by the town.

A discussion ensued about whether to create a new Memo of Understanding and a Statement of Commitment as done previously. It was agreed that it was not relevant to create them because the new debt service is a maintenance issue in that the amount of debt service continues to be in the same range year after year in the budget.

A discussion was held about new debt service. They discussed BANs, temporary borrowing, stretching bonds out, and predicting where interest rates may climb. A change was requested in new debt service. For FY '13 pay one interest payment, for FY '14 pay two interest payments, for FY '15 and out pay principal and interest.

ON A **MOTION** by Mr. Neumann, seconded by Mr. Wutka, the Committee voted unanimously (5-0-0) to move forward the capital projects to the Board of Selectmen and to the Board of Finance

for approval regarding bond resolutions. As matter of information, the listing of the Board of Education projects are High School Electronics Lab and Athletic Fields Project and listing of the Board of Selectmen projects are Silver Street Bridge, Salmon Brook Pond House, Land Adjacent to Cossitt Library, Granby Public Library Roof, Tennis Courts, DPW Wash Bay & Storage Bay, Sidewalk and Streetscape Improvements, Purchase of Evonsion Farm, and Purchase of Generators. The net amount for all the projects is \$8.4M.

Mr. Guarco and Mr. Bischoff requested a copy of the CPPAC model in two different ways. One with the projects and one without the projects and with the changes requested above, if applicable.

Chairman Bischoff asked for anymore comments. Mr. Heminway commented that CPPAC focuses on capital projects but, perhaps should look at the operation budgets, small capital, revenues, etc. Operating boards may provide information regarding impact of increases or decreases in budgets; Finance Departments may provide information with regards to availability of revenues. Solicitation can be used as a process to other departments to obtain information and good realistic numbers that could be used for CPPAC in developing the model. Mr. Hernsdorf commented he agreed with Mr. Heminway's observations.

ADJOURNMENT

ON A **MOTION** by Mr. Hernsdorf, seconded by Mr. Wutka, the Committee voted unanimously (5-0-0) to adjourn the meeting at 7:15 p.m.

Respectfully submitted,

Patricia I. Chieski
Recording Secretary